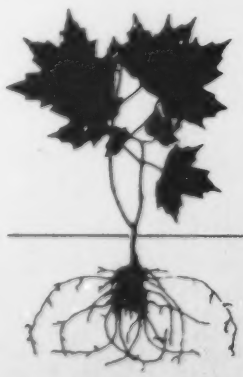
MUNICIPAL DIMENSIONS

FEDERATION OF CANADIAN MUNICIPALITIES

PUBLICATIONS AND INFORMATION USEFUL FOR SMALL COMMUNITIES

Vol. 4 No. 4

OCCASIONAL PAPERS ON CANADIAN MUNICIPAL ISSUES



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FEDERATION OF CANADIAN MUNICIPALITIES

PUBLICATIONS AND INFORMATION USEFUL FOR SMALL COMMUNITIES

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INTRODUCTION

This booklet provides a listing of information and publications which are useful for small communities. A variety of topic areas are covered, with emphasis on Canadian materials of recent publication. It is hoped this inventory of information sources may be of use to municipal officials, researchers, and citizens interested in local government activities in small communities.

Publications are sectioned into two broad categories: 1) general publications, by subject classification and 2) periodicals and other special information sources. The first category is subdivided into eight fields: economic, historical conservation, information, management, planning and energy conservation, recreation, social and transportation.

The format used in the listing of a publication is as follows: author(s) or government agency, title of publication, number of pages, date of publication, and if available where from and how much. Prices and availability are subject to change. If a publication is not available for purchase it may be located at a local library or resource centre or borrowed through an interlibrary loan.

PART I: GENERAL PUBLICATIONS

SUBJECT AREAS

i) *Economic*

Coffey, William J.: LOCAL DEVELOPMENT: Some Policy Directions 31pp. 1982, Institute of Public Affairs, Dalhousie University, Halifax, Nova Scotia B3H 3J5

This document is a summation of discussions of a seminar on local development held in Montreal in March of 1981 by the Canadian Regional Science Association for the Department of Regional Economic Expansion. The principal elements common to most local development policies are analyzed by the authors. It is felt that the development of small peripheral regions depends a great deal on the emergence of local entrepreneurship. Issues related to funding, access to information and social animation are said to be three barriers to the development of local entrepreneurship.

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Ontario Ministry of Municipal Affairs and Housing: TOWARDS EXCELLENCE IN DOWNTOWN MANAGEMENT, 76pp. biblio. December 1983, Ontario Government Bookstore, 880 Bay Street, Toronto, Ontario M7A 1N8 Price: $5.00

This report presents the findings of a study of excellence in downtown management in Ontario communities. It seeks to find the management techniques or approaches that set apart the really successful downtowns. Chapters include: the keys to successful downtown management, the professionally managed downtown: doing it right in every way, the volunteer managed downtown: coping with limited resources. In addition, the appendices contain an annotated bibliography of information sources. Overall an excellent document.

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Ontario Ministry of Housing: THE EMPLOYMENT OF PROFESSIONALS IN BUSINESS IMPROVEMENT AREAS: Suggested Guidelines, 36pp. June 1980, Ontario Government Bookstore, 880 Bay Street, Toronto, Ontario M7A 1N8 Price: $1.25

This booklet outlines, as the title suggests, guidelines for the employment of professionals in downtown business improvement areas. It presents a chronological description of steps that a BIA committee or board should follow when deciding to employ a professional to work on their behave. The do's and don'ts of this process are described.

Employment and Immigration Canada, Indian and Northern Affairs: COMMUNITY ECONOMIC DEVELOPMENT IN RURAL CANADA: Handbook for Practitioners, 88pp. biblio. 1981

This handbook has been written to assist people in the creation of community-based employment in small non-urban communities. It is addressed to those Canadians, be it local individuals , government officials, or voluntary community development workers, who seek to improve their villages and rural hamlets. This resource book is divided into two parts: community development and business development. In the design of each section information is presented in terms of questions that must be answered by every community -a "blue print" solution for all situations is not the answer.

* * * * *

Ontario Ministry of Housing: Hosse, H.A. and G.A. Przybylowski, Editors: BUSINESS IMPROVEMENT AREAS: PROCEEDINGS OF A WORKSHOP ON DOWNTOWN IMPROVEMENTS: Ways and Means, 173pp., 1976.

This book reports the proceedings of a workshop on downtown improvement, ways and means, held in Toronto on June 29, 1976. Overall it is a comprehensive, though a bit dated, description of Business Improvement Areas.

* * * * *

Ontario Ministry of Housing, Community Renewal Branch: SURVEY OF THIRTEEN BUSINESS IMPROVEMENT AREAS IN ONTARIO — 1979, PRELIMINARY FINDINGS. 45pp. April 1980, Ontario Government Bookstore, 880 Bay Street,Toronto, Ontario M7A 1N8 Price: $1.75

This study is the analysis of a survey of 13 Business Improvement Areas across Ontario, conducted in 1979. Ten of the thirteen were in the population range four to twenty thousand. The aim of the study was to monitor the economic performance of these B.I.A.'s. A summary of findings is presented.

* * * * *

Ontario Ministry of Housing: NEIGHBOURHOOD IMPROVEMENT PROGRAM: An Evaluation Summary Report, 40pp. biblio. June 1981

This report examines the Neighbourhood Improvement Progra (N.I.P.) in Ontario through case studies of seven communities with populations ranging from five to three hundred thousand. The objective of this review was to evaluate the N.I.P. process and projects with a view to assessing the community impacts, both positive and negative. The bulk of the report consists of a description of case studies followed by a discussion of conclusions and recommendations. Overall results found N.I.P.'s to have an overwhelmingly positive community impact.

* * * * *

Direction Générale de l'Urbanisme et de l'Aménagement du territoire, Ministère des Affaires Municipales: REVITALISATION DES SECTEURS COMMERCIAUX DES CENTRES-VILLES, 182pp. biblio. 1983, Ministère des Communications, Diffusion des publications, C.P. 1005, Québec, Québec, G1K 7B5 Prix: $25.00

Cet ouvrage présente une varitié de renseignement concernant la revitalisation des secteurs commerciaux des centres-villes. Ce document est divisé en trois parties distinctes, composées d'un ou plusieurs chapitres. Les trois parties sont: 1) un rapide survol des problèmes du centre des affaires et des avenues d'intervention possibles, 2) les différents outils d'analyse et de planification, 3) l'aménagement physique.

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Ontario Ministry of Housing, Nykor, R.R. and G.A. Przybylowski, Editors: NEW DIRECTIONS: PROCEEDINGS OF A SYMPOSIUM ON DOWNTOWN CORES, 194pp. 1977 Ontario Government Bookstore, 880 Bay Street, Toronto, Ontario M7A 1N8 Price: $3.50

This document is a summation of the proceedings of a symposium on downtown cores held November 1-2, 1977. It presents broad ranging discussions on all aspects of core problems and various solutions to them. The four aims of the symposium were:

1) to stimulate interest among all sectors involved in downtown revitalization particularly within smaller and medium sized communities.

2) to provide an exchange of views and ideas on a variety of downtown related issues.

3) to provide national and international exposure and participation in the idea exchange.

4) to review the process for undertaking and developing viable downtown projects.

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University School of Part-time Studies and Continuing Education, University of Guelph: APPROACHES TO RURAL DEVELOPMENT: A Look to the Future, 299pp. biblio. 1981

This book presents the proceedings of the national conference on rural development held at the University of Guelph on May 20-22, 1981. Subjects discussed during the conference included:

Case Studies
- government approaches to rural development
- citizen participation approaches
- the rural development outreach approach

Workshops
- the small community in a steady-state economy
- changing technologies for rural communities
- developing a rural voice
- viable agriculture = viable rural community?

Appendix
- small business, small town, case studies
- obstructions to small town economic development

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Canadian Council on Rural Development: JOB CREATION IN RURAL CANADA, (Seventh Review), 79pp. 1978

This report examines a wide variety of issues dealing with the subject of job creation in rural Canada. Community-initiated development and local job creation, small business development in rural Canada, and problems and prospects for job creation in resource sectors are several of the topics covered.

* * * * *

Reamsbottom, George and Bill MacDougall, Saskatchewan Department of Industry and Commerce: PEOPLE AT WORK: SMALL TOWN INDUSTRY IN SASKATCHEWAN, 47pp. 1976

A photographic look at small town industry in 17 Saskatchewan communities is presented in this booklet. The economic

well-being of these small towns and rural communities depends on the provision of employment opportunities for local residents. This document presents a portrait of the men and women who work in rural enterprises — the industrious individuals who keep small town industry in Saskatchewan alive.

* * * * *

McGowan, Anne: ECONOMIC DEVELOPMENT FOR SMALL LOCAL GOVERNMENTS: AN ANNOTATED BIBLIOGRAPHY, 19pp. August 1983, Council of Planning Librarians, 1313 East 60th Street Chicago, Illinois 60637

This annotated bibliography is composed of mainly U.S. publications for the period of 1979-1983 and it is aimed at helping local economic development practitioners. Several publications cited present the point of view of industrialists and business developers. Others present the view expressed in the maxim "For local economic development, work first with the businesses already in the community — do not chase smoke stacks!"

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INDUSTRIAL LOCATION AND SITE SELECTION DETERMINANTS IN SELECTED COMMUNITIES IN ALBERTA, Volume II: Rural Communities, 73pp. March 1981, Alberta Department of Tourism and Small Business

The purpose of this study was to survey and analyse industrial developments in selected Alberta communities with the aim of prioritizing the factors responsible for the general location selections of various industrial types in these communities. Over 300 firms in 20 different industry sectors located in 25 Alberta rural communities were sampled for the Volume II study of rural municipalities.

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Silverberg, Ted et Al:A GUIDE FOR THE REVITALIZATION OF RETAIL DISTRICTS, Ontario Ministry of Industry and Tourism, 120 pp./ biblio./ 1976

This guide has been produced by the members of Opportunities for Youth, project: "Saving Small Business". It is a self-help guide for retail districts which seeks to identify and examine problems affecting commercial areas and present various alternative solutions to these problems.

ii) *Historic Conservation*

Ontario Heritage Foundation: CONSERVING ONTARIO'S MAIN STREETS Proceedings, 218pp. 1979, Ontario Government Bookstore, 880 Bay Street, Toronto, Ontario M7A 1N8 Price: $6.00

The Ontario Heritage Foundation sponsored a heritage conference at Trent University in Peterborough in 1978. The proceedings of the conference have been published in this book, which gives a comprehensive examination of all aspects of conserving Ontario's main streets. Topics covered include heritage conservation districts, funding and taxation, problems of the city core and the aims of downtown architectural conservation. There is an extensive section on case studies, several titles are: "Planning for Small Communities with Heritage in Mind", "Small Towns", "Small and Large Scale Conservation in Towns and Cities" and "The Economics of Small Towns". Even though this document deals exclusively with Ontario, it will be of interest to anyone with a concern for the conservation of main streets elsewhere in Canada.

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Rodgers, W. R.: FIVE STUDIES: Planning for Downtown Conservation 71pp. 1978, Ontario Ministry of Culture and Recreation, Heritage Administration Branch

This document describes five case studies of architectural conservation as an integral part of downtown revitalization. A precis of the beginning of the process of downtown conservation is outlined for each of the communities. The five case studies are: Cambridge downtown revitalization, the Dundas case study, Goderich Square, Guelph revitalization and Kingston Market Square.

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Munsell, Kenneth ,Editor, HISTORIC PRESERVATION RESOURCE BOOK FOR SMALL COMMUNITIES, Small Town, Vol. 13, No. 3, 100pp.,biblio.,1982

An excellent handbook on historic preservation in small communities. In this issue of Small Town are: 15 articles and case studies of historic conservation efforts, a profile section outlining preservation efforts of 41 localities, a review of literature available and discussions of funding and financing concerns. Even though presentations centre on the experiences of communities in the United States, this resource book is still a most useful tool for Canadian readers.

iii) *Information*

Ontario Ministry of Municipal Affairs and Housing: MICROCOMPUTERS IN SMALL MUNICIPALITIES, May 1984, A Guide,140pp.,$6.00,/A Workbook,88pp.,$5.00, /A Catalogue, 45pp., $5.00/Case Studies (not yet published) Ontario Government Bookstore, 880 Bay Street, Toronto, Ontario M7A 1N8

This series of publications is directed at municipalities with a population of 5,000 or less. Emphasis is placed on providing information that municipal decision makers can put to practical use. The Guide outlines the use of microcomputers by small municipalities.

The Workbook provides tools to be used when completing the task of acquiring and using a microcomputer.

The Catalogue describes information about vendors of hardware and software. Small communities that are using microcomputers are also identified.

The Case Studies describe the actual experience of selected small municipalities that have installed computers. Though not yet available this report is advertised as follows: "This publication may save you a lot of headaches—and unnecessary expense—since it describes the lessons learned by people who have already gone through the process of installing a microcomputer and getting it to work".

A very useful introduction to microcomputers in small municipalities.

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Abbey-Livingston, Diane and David S. Abbey, Ontario Ministry of Tourism and Recreation: ENJOYING RESEARCH/ A "How-To" Manual on Needs Assessment, 286pp. 1982, Ontario Government Bookstore 880 Bay Street, Toronto, Ontario M7A 1N8 Price: $6.00

As the title would indicate, this publication is a how-to manual on needs assessment. It is written especially for people from community groups, agencies and organizations. The language is clear and understandable. Topics covered include:

- needs assessment: what it is and why do it

- defining the purpose of your research
- identifying what information needs to be collected
- selecting your research method
- selecting your research sample
- estimating time and costs
- designing questionnaires for surveys and interviews
- administering questionnaires, surveys and interviews
- conducting research on attitudes
- summarizing and analysing research results
- presenting research results

Sample exercises are found throughout this manual and there is a 40 pages statistical booklet at the end. A must for any library, work desk or resource centre. Five stars!

* * * * *

Statistics Canada: HOW COMMUNITIES CAN USE STATISTICS, 77pp. June 1981, Provincial and Business Relations Division, Statistics Canada, Ottawa, Ontario K1A 0T6, and also available from regional offices of Statistics Canada Price: $1.00

This booklet describes how citizens, community officials and professionals can find and use information from Statistics Canada's large collection of data. Examination is made of the availability, geographical classification and other problems related to community and regional statistics. A case study of a model town illustrates how statistical data can be obtained for communities and applied to help solve information problems. Sample topics covered include: assessing the need for day-care and preliminary evaluation of potential sites, designing a survey of residents, building an economic profile of a community, population projections and examining housing characterstics, trends and forecasts.

iv) *Management*

Ontario Ministry of Municipal Affairs and Housing: BULLETIN SERIES, Ontario Government Bookstore, 880 Bay Street, Toronto, Ontario M7A 1N8

The Ontario Ministry of Municipal Affairs and Housing produces a series of publications entitled "Bulletin Series". Each is about 25 pages in length. Issues relating to municipal legislation in Ontario are dealt with but other general topics are covered such as municipal staff reports, council committees, affirmative action, liability protection, etc. Bulletins of particular interest to small communities are listed below:

Bulletin #5	An Alphabetic Filing System Suitable for a Small Municipality, $1.00
Bulletin #25	Purchasing in Small Municipalities, $1.00
Bulletin #33	Information Gathering Services and Techniques, $1.00
Bulletin #38	Designing a Pay Plan for Office Staff in Small Municipalities, $1.00
Bulletin #50	Issues in Capital Decision-Making, $1.00
Bulletin #51	Keeping the Public Informed, $1.00

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Ontario Ministry of Municipal Affairs and Housing: JOINT SERVICES IN MUNICIPALITIES: Five Case Studies -- A Guide for Municipalities in Ontario, 55pp. April 1983, Ontario Government Bookstore, 880 Bay Street, Toronto, Ontario M7A 1N8 Price: $5.00

Five cases of successful joint services in Ontario municipalities are described. These case examples deal with: co-operative purchasing, shared computer services, municipal use of university facilities, a joint recreation facility and a shared clerk-treasurer. Each case concludes by discussing factors that have contributed to success. A discussion of problems which were faced and resolved is also presented. The appendix provides a check list of question to consider in setting up a successful joint service.

Ontario Ministry of Municipal Affairs and Housing: THE RE-USE OF PUBLIC BUILDINGS, 57pp. September 1984, Ontario Government Bookstore, 880 Bay Street, Toronto, Ontario M7A 1N8 Price: $4.00

Public buildings which become obsolete or outmoded are often converted to new uses. This study deals with the impact of such conversion projects on communities. A survey was done of re-use projects in 400 Ontario communities with populations between 5,000 and 125,000. Ten re-use projects representing a variety of building uses and urban settings are examined in detail. The experience of most municipalities toward re-use projects has been generally positive.

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Banovetz, James M., Editor SMALL CITIES AND COUNTIES: A Guide to Managing Services, 356pp. biblio. 1984, Publications, International City Management Association, 1120 G Street, N.W., Washington D.C. 20005 U.S.A. Price: $28.50 (U.S.)

This book has been prepared for elected officials, manager and department heads. It presents a comprehensive examination of the management of day-to-day operations of community governments in small cities and towns. Topics covered include: legal aspects of local government, duties of the city clerk, community planning, economic development, public works, police and fire services, leisure services, financial planning and management, personnel management and communications with the public.

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Ontario Ministry of Municipal Affairs and Housing: PERSONNEL OPERATIONS FOR SMALLER ONTARIO MUNICIPALITIES: An Introduction 120pp. October 1984, Ontario Government Bookstore 880 Bay Street, Toronto, Ontario M7A 1N8 Price: $6.00

This publication is designed to assist smaller municipalities in the management of their human resources. It aims to provide information and opinion on personnel matters which will strengthen and support efforts by smaller municipalities to carry out their public responsibilities. This document is intended to be of use to members of council, management staff and line staff throughout the municipal administration. Though designed for use by Ontario municipalities, this guide presents approaches which are useful for all concerned with human resource management and local government performance.

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Bird, Richard M. and N. Enid Slack: URBAN PUBLIC FINANCE IN CANADA 248pp. biblio. 1983, Butterworth and Company (Canada) Ltd, 2265 Midland Avenue, Scarborough, Ontario M1P 4S1 Price: $14.25

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The main purpose of this book is to introduce readers to some of the major issues in Canadian urban public finance and the possible contribution of economic analysis to resolving these issues. Topics covered include urban public economy, urban expenditures, urban revenues, pricing urban services, provincial-municipal transfers and new approaches to urban finance. A list of references and sources is included.

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GETTING MORE FOR CONSULTING DOLLARS: A Guide for Municipalities in Ontario, 47pp. February 1977, Ontario Ministry of Treasury, Economics and Intergovernmental Affairs, Local Government Division, Advisory Services Branch

This guide presents an overview of the process of selecting and hiring a consultant. Chapter titles include: before you hire a consultant, the client-consultant relationship, selecting the right consultant, terms of reference, the contract, controlling the job, project costing and payment and evaluating the job.

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Ontario Ministry of Citizenship and Culture: FEASIBILITY STUDIES FOR COMMUNITY FACILITIES, 29pp. biblio. February 1982

This booklet begins with a discussion of what a feasibility study is and when one should conduct such a study. It then outlines, in step form, the two main parts of a feasibility study: needs identification and feasibility assessment. This publication is a useful introduction to feasibility studies for community facilities.

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Joyce, J.G., University of Western Ontario Urban/Regional Studies Centre: CHALLENGING TOMORROW TODAY: Insights into Municipal Administration, 330pp. 1979, Renouf Publishing Co. Ltd, 211 Yonge Street, Toronto, Ontario M5B 1N3 or Renouf Publishing Co, Ltd, 2182 St. Catherine Street, West, Montreal, Québec H3M 1M7

This book is a collection of 19 papers written by different local government administrators. A wide range of topics are covered, with this book being divided into three main sections: the political process, the changed planning process and the new administrative approaches. Topics covered include: heritage conservation, small town administration, downtown revitalization, political parties at the municipal level and public participation in planning.

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MANAGEMENT AND PLANNING CAPABILITIES IN SMALL COMMUNITIES, 143pp. April 1982, Federation of Canadian Municipalities, 1318-112 Kent Street, Ottawa, Ontario K1P 5P2 Price: $10.00

This report is a summary document containing the principal findings and recommendations emerging from a major study on management and planning capabilities in small communities in Canada. Examination is made of the control factors which bring about differences in capabilities. Action oriented, self-help recommendations and opportunities are identified. Also presented are examples of four "model" municipalities, a listing of practices which have improved planning and management capabilities and a listing of practices which have adversely affected such capabilities. Essential reading for all local government officials.

v) *Planning*

Pulton, David: DESIGN FOR SMALL COMMUNITIES: A report of Inter-design '74/Ontario , 141pp. 1975, MacMillan of Canada Limited, 70 Bond Steet, Toronto, Ontario M5B 1X3

This publication is a discussion of design for small communities presented through the case studies of Port Hope and Cobourg, Ontario. Attention is given to ways of improving the economic and environmental character of small towns. A number of techniques for bringing citizens into the process of community design are emphasized. A positive book on small towns.

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Schretter, Howard A.: ZONING THE COUNTRYSIDE: What's Wrong with it and an Alternative Approach, 83pp. biblio. November 1977, Institute of Community and Area Development and Department of Geography, University of Georgia

This booklet examines some of the problems and shortcomings of applying zoning regulations to rural areas. It offers an alternative approach which brings greater flexibility and practicality to the control of land uses in the countryside.

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Bray, Carl: DESIGN GUIDANCE IN CANADIAN SMALL TOWNS: A Survey of Current Research, 19pp. July 1984, Canada Mortgage and Housing Corporation, National Office, Montreal Road, Ottawa, Ontario K1A 0P7 Free of Charge

This booklet is a bibliography of design guidelines in small communities in Canada. Design guidelines are statements of preferred physical setting and appearance. They are used as an instrument of development control. This document also presents a brief history of design guidance.

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BRUNETVILLE: A Neighbourhood Reborn, Ontario Department of Municipal Affairs, Community Planning Branch, 124pp. March 1972

This document provides a detailed look at the workings of a neighbourhood improvement project in the community of Brunetville, a small residential area of about 1,500 people located adjacent to Kapuskasing, Ontario. An outline is given of the chain of events which lead to the rebirth of this community. Intergovernmental co-operation together with efforts of the community's residents were key elements in the success of this community improvement project. The process of change for the better is examined.

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COUNTRY RESIDENTIAL SUBDIVISIONS: A Guideline for the Peace Region, 76pp. June 1980, Peace River Regional Planning Commission, 200 Windsor Court, 9835-101 Avennue, Grande Prairie, Alberta T8V 0X6

This is a manual prepared for planners and designers. It is divided into two major sections: 1) site analysis and 2) design considerations.

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Ontario Ministry of Municipal Affairs and Housing: RESIDENTIAL SITE DESIGN ALTERNATIVES IN SMALL COMMUNITIES, 24pp. September 1981, Publication Services, 880 Bay Street, 5th floor, Toronto, Ontario M7A 1N8 Price: $3.00

This report reviews design alternatives for low density housing subdivisions in communities with a population of 25,000 or less. It presents four designs for a single site with comparative examination of the following:

1) design problems
2) the use of different lot size, road allowance, and water and sewer servicing standards
3) conservation of space heating energy and
4) opportunities for landscaping

It is agreed that the traditional plan for subdivisions is among the most costly to build and the least energy-efficient.

PLANNING FOR NORTHERN COMMUNITIES: Proceedings, Proceedings of a conference held August 24-29, 1981 in Happy Valley Goose Bay, Labrador, 240pp.

Some of the session topics covered in this conference for planning for northern communities are:

- public land policies
- water supply and waste disposal
- housing for northern development
- the impact of resource development in small communities
- tourism in northern communities
- social and economic planning in northern communities

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PLANNING LAND USE TO CONSERVE ENERGY, Land Use in Canada Series, Number 25, 212pp. biblio. 1982, Lands Directorate, Environment Canada, Place Vincent Massey, 20th floor, Hull, Québec K1A 0E7 Price: no charge

This book presents 40 detailed case studies from Canada and the United States of planning land use to conserve energy. Most are examples from urban areas but a few rural studies are provided. Energy conservation planning is studied in each of the following five categories:

1) conduct of community energy profiles and assembly of data bases for energy-related planning
2) preparation of regional, municipal/community and neighbourhood land use plans and policies
3) planning for new communities and residential land use
4) planning for non-residential land use
5) regulating land use and physical environment

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Prince Edward Island, Department of Municipal Affairs: Residential Subdivision Design Handbook, 39pp. 1979, Community Planning Division, Department of Municipal Affairs, P.O. Box 2000, Charlottetown, Prince Edward Island C1A 7N8

This booklet is designed to assist developers in the preparation of site plans and design alternatives for residential subdivisions. It is divided into two basic parts 1) site analysis and 2) design considerations. This guidebook is well illustrated and it is written in a clear concise style.

Residential Subdivision Handbook, Manitoba Department of Municipal Affairs, Municipal Planning Branch: 76pp. biblio. February 1976

This handbook outlines those issues that should be examined when designing residential subdivisions. It presents a common sense approach to the many potential difficulties of land subdivisions.

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RESOURCE - COMMUNITY PLANNING: Framework for Choosing Settlement Options, British Columbia Minister of Municipal Affairs, 155pp. biblio. May 1979

This document outlines concerns which must be addressed when considering the settlement implications of resource developments. Either existing communities will require expansion and/or new communities will have to be built. Is a new community necessary or desirable? Who should bear the cost? Which ministry has the responsibility to lead? These are some of the questions this report seeks to answer.

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URBAN RESIDENTIAL SUBDIVISIONS: Site and Design Guidelines for the Peace Region, 63pp. 1982, Peace River Regional Planning Commission, 200 Windsor Court, Grande Prairie, Alberta T8V 0X6

This handbook outlines for municipalities and developers basic site and design considerations regarding the subdivision of land for urban residential use. Two particular themes developed in this booklet are: energy conservation and the use of natural site features.

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Rural Residential Subdivisions in British Columbia, 144 pp. 1981, CHDC, CMHC Head Office, Ottawa, Ontario K1A 0P7 or B.C. Queen's Printer, 563 Superior Street, Victoria, British Columbia V8V 4R6 Price: $8.00

This study examines rural residential subdivisions in British Columbia. A survey was made of rural residents in four regions of the province, examining such things as reasons for moving to subdivisions in the country, the availability of rural services, and the overall satisfaction with rural residential subdivisions.

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Ontario Ministry of Municipal Affairs and Housing: IMPROVING ONTARIO'S COMMUNITIES: Design and Planning Approaches, 52 pp. January 1982

This manual provides an overview of a wide range of community improvement opportunities. Discussion centres on the community improvement planning process and the main components of a community improvement program. Answers are to be sought to the questions "what kind of community do we want?" and "how are we to achieve it?"

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TREES AND SHRUBS FOR THE IMPROVEMENT AND REHABILITATION OF PITS AND QUARRIES IN ONTARIO, Ministry of Natural Resources, Mineral Resources Branch, 71pp. biblio. December 1979, 880 Bay Street, 5th floor, Toronto, Ontario

This report describes ways to use trees and shrubs for the improvement and rehabilitation of pits and quarries in Ontario. The recommendations made are based in part on the results of a study by the University of Guelph and the Ontario Ministry of Natural Resources on pit and quarry rehabilitation in southern Ontario.

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OPPORTUNITIES AND CONSTRAINTS FOR INFILL DEVELOPMENT: A Preliminary Analysis of Small and Medium Size Ontario Municipalities, 66pp. July 1980, Ontario Ministry of Housing, Project Planning Branch

This report presents the findings of a study of infill development in small and medium sized Ontario communities. Twelve municipalities of varying size were examined to see what were the opportunities and constraints for non-industrial infill uses on vacant or nearly vacant sites in older, built-up urban areas.

RURAL ESTATE GUIDELINES, 32pp. 1977, Ontario Ministry of Housing, Plans Administration Division, Operations Development Control Branch

This booklet outlines guidelines for the development of rural residential estates. Assessing suitable locations for, and the scale of, estate development together with suggested methods of implementation are discussed. It is noted that the criteria presented are to be adapted to the needs of each specific location.

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Lassey, William R.: PLANNING IN RURAL ENVIRONMENTS, 257pp. biblio. 1977, McGraw-Hill Book Company, 1221 Avenue of the Americas, New York, New York 10020 U.S.A. Price: $13.95 (U.S.)

This book discusses a wide range of issues relating to planning in rural environments. It offers new insights into rural planning and it seeks to present a body of basic concepts, research-based information, planning procedures and management tools that will aid rural planning agencies and practitioners.

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Getzels, Judith and Charles Thurow: RURAL AND SMALL TOWN PLANNING, 326pp. biblio. 1979, American Planning Association, 1313 East 60th Street, Chicago, Illinois 60637 U.S.A. Price: $12.95 (U.S.)

This book is a somewhat academic treatment of the subject of rural and small town planning. Chapter titles include the following:

- getting to know the people and the place
- policies and plans
- using natural resources as a planning guide
- zoning and development permit systems
- rural and small town subdivision regulations
- infrastructure planning
- rural public transportation: problems and possibilities
- rural housing and community services

TOWARDS COMMUNITY PLANNING FOR AN AGING SOCIETY, Ontario Ministry of Municipal Affairs and Housing, Research and Special Projects Branch, 39pp. biblio. June 1983, Publications Services, 880 Bay Street, 5th floor, Toronto, Ontario M7A 1N8 Price: $5.00

The aim of this report is to stimulate and challenge community planners to consider this important issue of demographic change in an aging society. Planning issues in such a society are discussed in terms of housing, transportation, neighbourhood form and composition, and health and social services facilities. Responses to community planning for an aging society are outlined in three areas: land use, transportation, and urban design considerations. A case study example is examined. This document is urban oriented in its discussions.

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Ontario Ministry of Housing: MAIN STREET: Planning and Design Guidelines, 96 pp., biblio.,February 1980

A readable handbook setting out guidelines for Main Street revitalization. Emphasis is made on providing practical information on what can be done to improve downtowns. Topics covered include: a detailed listing of suggested design guidelines for Main Street and the need for and approach to the development of an overall improvement plan for downtown areas. Six sample plans are examined for communities in the size range 3 to 30 thousand. (Estimate of costs are included though they are now somewhat dated). A good resource book.

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Ontario Ministry of Housing: A GUIDE TO RESIDENTIAL PLANNING AND DESIGN IN SMALL COMMUNITIES, 62 pp., biblio.,March 1980

This booklet suggests guidelines for the layout and design of new residential areas in small communities. Emphasis is placed on simplicity and utility as design criteria. It is noted that good design costs no more than bad, but is always more acceptable. Numerous photographs and illustrations. An excellent reference booklet.

vi) *Recreation*

Schiff, Myra: ASSESSING RECREATION SERVICES FOR OLDER ADULTS IN SMALL COMMUNITIES, Ontario Ministry of Culture and Creation, 34pp. 1980, Ontario Government Bookstore, 880 Bay Street, Toronto, Ontario M7A 1N8 Price: $1.50

This is a manual designed to help small communities assess the adequacy of their recreation and leisure services for older adults. It is directed particularly at non-professionals who might be responsible for recreation services. The manual outlines procedures that can be undertaken to determine whether the needs of older adults are being met in small communities. Well worth reading.

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Cheng, Victor S. and Sky A. Rutkis: WORKING TOGETHER: A Manual About Cooperating, Ontario Ministry of Tourism and Recreation, 44pp. February 1983, Ontario Government Bookstore, 880 Bay Street, Toronto, Ontario M7A 1N8 Price: $4.50

This manual deals with cooperation in the leisure services, that is the effective use of limited resources to achieve a common end goal. Topics covered include: why cooperate, types of cooperation, case studies, situational analysis, implementation, and important factors contributing to the success of a cooperative venture. In addition appendix A lists 64 examples of sample cases of cooperative ventures in Ontario communities. Appendix B is a useful annotated bibliography of related literature. Overall this document is a very good introduction to cooperation in the recreation service area. Readable. Clear. Concise.

vii) *Social*

Hodge, Gerald and Mohammad Qadeer: TOWNS AND VILLAGES IN CANADA: The Importance of Being Unimportant, 250pp. biblio. 1983, Butterworths, 2265 Midland Avenue, Scarborough, Ontario M1P 4S1 or 1455-409 Granville Street, Vancouver, British Columbia V6C 1T2 Price: $19.95

This book provides a multifaceted look at Canada's smaller communities. Chapter titles are:

- towns and villages in an urban Canada
- the persistence of small towns
- towns and village economies
- regional relations of small towns
- the social structure of towns and villages
- life in towns and villages
- housing and land use patterns
- community needs
- planning approaches to small towns
- toward a viable future for small towns

A most useful and interesting exploration of the nature of contemporary Canadian towns and villages.

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Bowles, Roy T.: SOCIAL IMPACT ASSESSMENT IN SMALL COMMUNITIES 129pp. 1981, Butterworths, 2265 Midland Avenue, Scarborough, Ontario M1P 4S1

The general aim of this review is to draw useful insights from the substance and methological literature dealing with social impact assessment in small communities. This book is very much concerned with communities in Canada's resource hinterland. The viewpoint developed in this work regards social change affecting communities as inevitable, but it refuses to regard human beings as powerless to direct such change. Bowles believes that "It is now evident that residents of a small community may gain little and lose much unless the development of a large project in their area is carefully planned to protect that which is valuable about their way of life and to give them access to benefits resulting from the projects. These objectives can be achieved, it seems, only if community members are allowed an informed and authentic role in planning".

Gibson, D. and M.M. Flood: EFFECTIVE EVALUATION OF HOUSING NEEDS FOR SENIORS IN NON-METROPOLITAN CENTRES, 74pp. June 1982, Canada Mortgage and Housing Corporation, Canadian Housing Information Centre, CMHC Head Office, Montreal Road, Ottawa, Ontario K1A OP7

This document outlines the results of a series of 8 case studies of the housing needs of seniors in non-metropolitan centres throughout southern Ontario. Results revealed varying degrees of success in matching rental demand with availability. Possible reasons for such variation are explored.

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REPORT OF THE TASK FORCE ON MINING COMMUNITIES, Established by federal, provincial and territorial Ministers with responsibility for Mining, 137pp. biblio. September 1982, Mineral Policy Section, Department of Energy, Mines and Resources, 580 Booth Steet, 11th floor, Ottawa, Ontario K1A OE4 Price: no charge

This report of the Task Porce on Mining Communities was prepared with input from federal, provincial and territorial governments, the mining industry and organized labour. It examines the problems facing mining communities who are affected by mine closure, either temporary or permanent. Possible steps to alleviate this distress on communities are explored in terms of 1) short-term measures, 2) community development and planning efforts, 3) factors which prevent people from relocating and 4) economic diversification. The appendices contain a list of federal, provincial and territorial assistance programs for distressed communities.

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Weber, Bruce A. and Robert E. Howell: COPING WITH RAPID GROWTH IN RURAL COMMUNITIES, 284pp. biblio. 1982, Westview Press, Boulder, Colorado, Book Centre Inc., 1140 Beaulac Street, Montreal, Québec H4R 1R8 Price: $39.75

This book brings together a number of academic papers dealing with the subject of rapid growth in rural communities. It presents current research findings on the economic, demographic, fiscal and social consequences of rapid rural growth. Also outlined are options for managing rapid growth and a suggested model for impact assessment and monitoring the effectiveness of management strategies.

Taylor, Gordon D.: SOCIAL IMPLICATIONS OF RECREATION AND TOURISM FOR RURAL PEOPLE, 10pp. biblio. August 1975, Tourism Canada for Canadian Council for Rural Development

A short paper outlining possible social implications of recreation and tourism for rural people.

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Bowles, Roy T.: LITTLE COMMUNITIES AND BIG INDUSTRIES, 220pp. biblio. 1982, Butterworths and Company (Canada) Ltd, 2265 Midland Avenue, Scarborough, Ontario M1P 4S1 Price: $16.95

This book is a collection of papers dealing with the subject of small Canadian communities dominated by large industries. The main objective is to present a selection of papers which attempt to describe and understand the issues confronted by people who live in or plan small single industry towns. Case studies of various communities provide concrete examples for discussion. Since small communities are social microcosms, Bowles believes that the study of such communities will provide insight into the general societal processes.

viii) *Transportation*

THE COMMUNITY IMPACT OF RAILLINE ABANDONMENT 1975-76 SUMMARY REPORT, 82pp. 1977, Sample Survey and Data Bank Unit, University of Regina

Twenty-six communities were investigated in detail to provide reliable information regarding community impacts of railline abandonment and a better understanding of the role that the county elevator system plays in the economic life of rural Saskatchewan.

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Wellar, Barry, S.: THE FUTURE OF SMALL AND MEDIUM-SIZED COMMUNITIES IN THE PRAIRIE REGION, 99pp. October 1978. Ministry of State for Urban Affairs.

This book outlines the proceedings of a seminar sponsored by the former Minister of State for Urban Affairs and held during the 1977 meeting of the Canadian Association of Geographers, at the University of Regina, Regina, Saskatchewan, June 7, 1977. Section titles include:

- regional economic change and regional spatial structure: the evolving form of the urban hierarchy in the prairie region
- balanced population and economic growth policy for Alberta
- assessment of the "Stay Option" of Manitoba
- small community development in Saskatchewan

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GUIDELINES FOR PUBLIC TRANSIT IN SMALL COMMUNITIES, Urban Transit Authority of British Columbia, 50pp. 1982, Small Community Systems Branch, Urban Transit Authority of British Columbia, 844 Courtney Street, Victoria, B.C. V8W 2P3

The major variables affecting bus systems are examined and suggestions are made on how to increase the efficiency and quality of transit service. This document also serves as a useful reference guide to the relationship between transit serice, community characteristics and transit system performance. Aimed at communities of 5,000 population and up.

PROFILE OF THE TRANSPORATION DISADVANTAGED IN A RURAL AREA OF SOUTHWESTERN ONTARIO, 59pp. biblio. March 1979, Urban Transportation Research Branch, Canadian Surface Transportation Administration, Transport Canada, Montreal, Québec

The purpose of this study was to produce a comprehensive description of the transportation disadvantaged in a rural area. A survey of 400 people was conducted in the pilot area, part of Huron County, Ontario. The four objectives of the study were:

1) to develop a classification system of rural transportation disadvantaged based on degrees of severity
2) to conduct a rural community survey to assess the appropriateness of the developed classification system
3) to comment on how rural communities currently cope with transport related problems
4) to identify rural transportation disadvantaged as expressed by the young, elderly and handicapped

Conclusions and recommendations of this study are also discussed.

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FEASIBILITY STUDY OF THE MOBILITY CLUB CONCEPT IN RURAL AND SMALL URBAN AREAS (Transportation for the Disadvantaged), 40pp. biblio. May 1978, Urban Transportation Research Branch, Transport Canada, Montreal, Quebec H3A 2R3

This report documents the results of a study of the mobility club concept in an urban area (Guelph, Ontario) and a rural area (northeastern Huron County, Ontario). The mobility club concept is a self-sufficient transportation service for the handicapped run by community volunteers. This door-to-door demand-responsive transportation service was found to be feasible and that a local demonstration project was justified.

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TRANSIT SERVICE OPTIONS FOR SMALL CITIES, Transport Canada, 129pp biblio. August 1978, Urban Transportation Research Branch, Canadian Surface Transportation Administration, Montreal, Québec

This guide was prepared for planners and decision makers who are concerned with the effectiveness and efficiency of transit services in small communities. It is divided into three main sections: 1) needs, 2) options and 3) selection. The purpose of this guide is to develop an awareness and understanding of the potential afforded by transit service and secondly to begin to apply this to the development of innovative, unique and practical possibilities for transit services in small cities.

PART II: PERIODICALS AND OTHER INFORMATION SOURCES

INTERGOVERNMENTAL COMMITTEE ON URBAN AND REGIONAL RESEARCH (I.C.U.R.R.)

The Intergovernmental Committee on Urban and Regional Research is a clearing house for information on urban and regional trends. ICURR's main activity is the operation of a government information exchange service aimed at fostering communications and exchange of documentation between government staff in the general fields of urban and regional planning, research and development. ICURR was created in 1967 and the permanent secretariat is located in Toronto. Services are provided in both official languages.

Funding of ICURR is shared by the federal, provincial and territorial governments. Half of the funding is provided by the federal government, while the remaining 50% is shared by the provinces and territories on a per capita basis. As of April 1973 Canada's local governments were invited to participate by means of an annual subscription fee.

ICURR's operation involves the collection, processing and dissemination of information on research and planning work undertaken or commissioned by various levels of government. Information is processed in a computerized bibliographic file under several broad categories:

- housing and building
- municipal and urban affairs
- agricultural, regional and rural development
- environment and recreation
- transportation
- related areas

Under each of these categories information can be retrieved by more specific descriptors. Cross references and geographic referencing are also available.

Services

ICURR can:

1) prepare custom-tailored computerized bibliographies
2) lend documents from their in-house collection
3) refer you to other specialists in your field of research

Information is up-to-the-minute and Canada wide in scope. The data bank at present holds 8,500 references. All services are available at no charge to federal, provincial and territorial governments.

Two types of subscriptions are available to municipalities. The Comprehensive Service cost $110 per year and entitles the subscriber to the following:

- general consultation and referral service
- access to ICURR's data base through an unlimited number of computer searches to obtain customized bibliographic listings on specific topics
- document loans
- all the regular publications listed below with the Basic Service

The Basic Service costs $56 per year and entitles the subscriber to ICURR's regular publications:

Summary Cards

A monthly selection of documents and recent reports summarized on convenient file cards.

Mini-bibliographies

Quarterly listings of selected topic-specific references.

Card Index

A listing of cards published during a calender year. Reference at a glance.

SOS

If ICURR cannot find the answer to your question, a call is put out for help to everyone on their mailing list.

Conference Calender

A twice-yearly listing of conferences and other events in the general area of urban and regional affairs.

Municipal Planning Directors in Canada

A compilation of names, addresses and telephone numbers of nearly 300 directors of planning.

Interaction

A quarterly bulletin outlining recent legislation, work in progress, conferences and events, new publications, other developments in municipal administration and ICURR activities.

For more information please contact:

Intergovernmental Committee on Urban and Regional Research
123 Edward Street, Suite 625
TORONTO, Ontario
M5G 1E2

SMALL TOWN

Small Town is a bi-monthly newsjournal which brings new ideas and resources to both citizens and professionals in small communities.

It is published six times a year by the Small Towns Institute, a non-profit corporation dedicated to collecting and disseminating information on new and innovative ideas concerning the issues and problems facing small towns and rural communities.

The newsjournal, Small Town, contains perspectives from individual citizens, planners, government officials, business groups, educators, and others who share a concern for the present and future of small towns.

Readers are thus able to compare problems and solutions in their own towns with both successes and failures in other communities. Articles appearing in Small Town are aimed at a wide assortment of professional and non-professionals in a variety of fields and hence are written with an avoidance of academic jargin.

Members of the Small Towns Institute receive six bi-monthly issues of Small Town per year. Individual membership is $35 (U.S.) and Institutional membership is $40 (U.S.) per year. For further information on memberships contact:

Small Towns Institute
Third Avenue and Popular Street
Post Office Box 517
Ellensburg, Washington 98962
UNITED STATES

The following is a list of titles of some of the articles appearing in Small Town over the last three years. This select list is meant to provide an idea of the range of subject areas covered. In general articles are 4 to 8 pages long and include photos and other illustrations.

Chemainus, British Columbia, the Little Town that Did	S/O 84
Creating a Volunteer Transportation Program in Northern Alabama	M/J 84
Revitalizing a Single Industry Town	M/A 84

Surviving the Flood: Implications for Small Town Disaster Planning	J/F 84
Waterfront Revitalization in Clayton, New York	N/D 83
Playing Russian Roulette: Small Town Tourism Development	N/D 83
Manteo, North Carolina, As the Perils of Boom-or-Bust Tourism	N/D 83
Entrances to Small Towns: Front Door or Twilight Zone	S/O 83
Ways to Develop, a Cookbook Approach to Downtown Revitalization	S/O 83
Technical Volunteerism: New Help for Beleaguered Municipal Budgets	S/O 83
Wroxeter, Ontario; the Anatomy of a "Dying" Village	S/O 83
Citizen Participation Fuels Local Government in Green River, Wyoming	J/A 83
Creating Jobs and Income: Economic Development in Wisconsin Communities	M/A 83
Municipal Hydropower Development: Promises and Problems	M/A 83
Volunteerism Works in Hurst, Texas	M/A 83
Selling Main Street, Miamisburg, Ohio Conducts a Downtown Tenant Search	M/A 83
Assessing the Effects of Small Shopping Centers on Rural Communities	J/F 83
Public/Private Co-operation Builds a Park in Berlin, New Hampshire	J/F 83
Bisbee, Arizona: a Mining Town Survives a Decade of Closure	J/F 83
Promoting Preservation in a Small Town	N/D 82

LaFayette, Indiana: Preservation as Part of a Comprehensive Development Strategy	N/D 82
Worker Buyout Keeps a Factory Alive in Maine	J/A 82
Small Town Railroad Depot Preservation in Nebraska	J/A 82

THE GUIDE (I.C.M.A.)

The Guide to Management Improvement Projects in Local Government is a booklet which outlines municipal innovations. Entries run to 200 words and cover all areas of municipal concern. About 75 projects are included in each issue of the Guide together with the name of a contact person being listed for each entry.

Approximately half of the listed contributions come from communities with a population of less that 50,000 people. Most of these are examples of innovations from American small communities but there are occasionally a few Canadian entries.

At the end of the guide is a listing of reports on selected in-place management improvement projects and programs which have been mentioned in the publication and which can be ordered. The Guide is published four times a year by the International City Management Association. For more information please contact:

Management Information Service
International City Management Association
1140 Connecticut Avenue, N.W.
Washington, D.C. 20036
UNITED STATES

CANADA MORTGAGE AND HOUSING CORPORATION (C.M.H.C.)

The Canada Mortgage and Housing Corporation publishes a variety of documents which deal with the improvement of housing and living conditions. Listed below are sample titles to indicate the range of subject areas covered.

Housing Disabled Persons
1982. Illustrated. 57 pages. $3.50. NHA 5467

Financial Assistance to Make Your Home Accessible to Disabled Persons
1982. Folder. 6 pages. Free NHA 5575

Landscape Architectural Design and Maintenance
1982. Illustrated. 141 pages. 117 photos. $8.00 NHA 5476

Planning for the Mobile Home: Advisory Document
1982. Illustrated. 28 photos. 78 pages. $4.00 NHA 5480

Community Energy Audit Guidelines
1982. 7 figures. 7 tables. 49 pages. $4.50 NHA 5580

Site Improvement of Older Housing
1983. 59 Illustrations. 99 photos. 72 pages. $8.00 NHA 5602

A Home Selection Guide
Revised 1982. Illustrated. 36 pages. Free NHA 5179

Play Spaces for Pre-Schoolers: Advisory Document
Revised 1980. Illustrated. 56 photos. 45 pages. $2.50
NHA 5138

How to Hire a Contractor
1981. Illustrated. 27 pages. Free. NHA 5429

Play Opportunities for School Age Children
6-14 years old: Advisory Document
1981. Illustrated. 78 photos. 102 pages. $2.00 NHA 5318

The Sensible Rehabilitation of Older Homes
Revised 1980. Illustrated. 105 photos. 62 pages. $2.00
NHA 5204

Protecting Your Home Against Burglary
1981. Illustrated. 46 pages. $1.00 NHA 5394

C.M.H.C. Septic Tank Standards, Metric Edition
1978. Illustrated. 25 pages. $1.50 NHA 5214

Condensation in the Home: Where, Why and What to do About it Revised 1982. Illustrated. 30 pages. Free. NHA 5319

Logements pour les handicapés 1982. 57 pages avec illustrations. $3.50 LNH 5468

Aide financière pour rendre vos logements plus accessibles aux personnes handicapés 1982. Dépliant de 6 pages. Gratuit LNH 5576

Architecture de paysage et entretien des aménagements paysagers 1982. 145 pages avec illustrations $8.00 LNH 5477

Parcs et lotissements pour maisons mobiles -- Conseils et recommandations 1982. 78 pages avec illustrations. $4.00 LNH 5481

Comment établir un bilan énérgétique local 49 pages. 7 figures. 7 tableaux. $4.50 LNH 5580

Amélioration des espaces extérieurs des vieilles maisons 1983. 72 pages. 99 photographies. $8.00 LNH 5603

Logis-Logique, Révisée 1982. 43 pages. Gratuit LNH 5180

Aires de jeux pour enfants d'Age préscolaire. Révisée 1980. 46 pages avec illustrations. $2.50 LNH 5138

Les relations avec l'entrepreneur. 1981. 27 pages. Gratuit LNH 5430

Aménagement pour le jeu des enfants d'Age scolaire (de 6 à 14 ans). 1981. 114 pages avec illustrations. $2.00 LNH 5320

Pour une réflection sensée des vieilles maisons. Révisée 1980. 62 pages avec illustrations. 105 photographies. $2.00 LNH 5205

Protégez votre résidence contre le vol. 1981. 46 pages avec illustrations. $1.00 LNH 5395

Normes SCHL visant les fosses septiques. 1978. 25 pages avec illustrations. $1.50 LNH 5213

Nature et causes de la condensation dans la maison et mesures préventives. Révisée 1982. 30 pages avec illustrations. Gratuit. LNH 5319

C.M.H.C. produces a booklet which lists these and other available publications. Both priced and free publications are listed with a short description following the title.

General subject areas include: regulations and standards; home selection and housing programs; metric aids, planning, design and construction; housing rehabilitation and energy conservation; the elderly and the disabled; children; periodicals; reports; new books; and studies, special reports and bibliographies.

To obtain the C.M.H.C. publication booklet, please contact the C.M.H.C. office nearest you. There are approximately 80 such offices located across Canada. There is no charge.

CANADIAN PARKS/RECREATION ASSOCIATION (C.P./R.A.)

The Canadian Parks/Recreation Association is a national, independent, voluntary service and education organization actively engaged to enhance the quality of life of Canadians through the development, organization and promotion of parks, recreation and leisure services in Canada.

A number of publications relating to parks, recreation and leisure activities are available from the C.P./R.A. Listed below are a few titles of various publications to give an idea the range of topics covered. (prices: members/non-members)

The Community and the School: Joint Use Agreements
1983. 274 pages. $19.75/$21.00

Vandalism Control Management for Parks and Recreation Areas
1983. 128 pages. $13.50/$14.50

Program Planning: An Administrative Guide for Recreation Personnel 1978. 35 pages. $5.00/$6.00

Pre-School Programmes Manual
1972. 281 pages. $14.95/$15.95

Leader in Training
1982. 212 pages. $9.95/$10.95

The Female in Public Recreation
1976. 150 pages. $6.95/$7.95

Intercommunity Fitness Challenges
1982. 70 pages. $5.50/$6.50

Getting it Built -- Accessible
1983. 58 pages. $8.95/$9.95

Recreation Open Space Planning and Site Design
1976. Seminar notes. $10.00/$11.00

Facilities: Considerations for Success
1979. Seminar Package. $12.95/$14.95

Creating Responsive Communities
1980. Seminar Package. $13.95/$15.50

Advantages of Musical Organizations in Small Communities
1972. 79 pages. $5.00/$6.00

Lignes Directrices Concernant l'Aménagement des espaces libres dans les régions urbaines. 1977. 132 pages. $8.95/$9.95

Pour un milieu Accessible à tous. 1983. 70 pages. $8.95/$9.95

Championnat Intervilles de Condition Physiques. 1982. 70 pages. $5.50/$6.50

Gages de succès des Centres de loisirs. 1979. Notes de colloque. $12.95/$14.95

Sensibilisation des collectivités. 1980. Notes de colloque. $13.95/$15.50

More detailed descriptions of these and other publications can be found in the C.P./R.A. publication list. To obtain a copy of this publication list please write to:

Canadian Parks/Recreation Association
333 River Road
Vanier, Ontario
K1L 8H9

The C.P./R.A. also publishes a periodical entitled Recreation Canada. Recreation Canada is the official publication of the Canadian Parks/Recreation Association. It is a bilingual magazine published 5 times per year. Features deal with all aspects of the development, organization and promotion of parks, recreation and leisure services in Canada.